

# HARMONY FIRE DISTRICT

194 Putnam Pike  
Glocester, R.I. 02814

The regularly scheduled monthly meeting of the Harmony Fire District Executive Board was held at the Harmony Fire Station on **Thursday, February 18, 2016.**

Present: Moderator – Milton Huston, Jr.; Chief Stuart Pearson;  
Treasurer – Sandra Owens; Tax Collector/Clerk – Kimberly Barber;  
Board Members – George Kain, Louise Michaels,  
James Richards & Raymond Fogarty;  
Attorney – Fred Mason, Jr.; Auditor – Geoff Malo;  
Association Representative – Willy Vota, President

Absent:

Audience: David Mahoney

**I. – Meeting Called to Order: 7:05 pm** by Moderator Huston. The Moderator then immediately recessed to allow for a presentation by the district Auditor Geoff Malo. Geoff spoke about the preparation of the fiscal year 2014/2015 audit and state reports. Discussion followed. The board thanked Geoff for all of his assistance. They then asked that the vote to approve the audit be added to the agenda for the March meeting.

The meeting was reconvened by the Moderator at **7:34 pm.**

**II. – Approval of the minutes from the January 21<sup>st</sup> meeting:**

Moderator Huston asked the board if there were any discrepancies to note on the minutes from the January 21<sup>st</sup> meeting. If there are no corrections, he would like to call for a motion to accept them. Ray abstained from the vote due to his absence from last month's meeting.

Louise made a motion to accept the minutes. George seconded the motion.  
The motion carried unanimously.

**III. – Review of Bills:**

A check register of bills paid since the last meeting until today's date was provided to all board members in their folder. Moderator Huston asked if there were any comments or questions on these expenses. Kim said there were none really out of the ordinary. We just got our first snow plowing bill, since winter only arrived in February.

The Moderator stated that this is an informational report only and no vote is necessary.

**IV. – Treasurer's Report:**

Beginning balance January 1<sup>st</sup> \$321,693.92 and ending balance January 31<sup>st</sup> \$291,737.96. No outstanding bills to speak of, a really quiet month. December was really our bill pay-out month.

Kim commented about the question Sandy had posed last month about the \$6,500 posted to Grant Fund Expenditures (G/L #60625). She said that it was for turn out gear that will be reimbursed by the RIAFC. Once our members finish the Firefighter I class she can submit the request for reimbursement, so it will be a wash.

Louise made a motion to accept the January Treasurer's report as presented. Ray seconded it. The motion carried unanimously.

#### V. – Tax Collector's Report:

The taxes receivable balance as of today's date is \$101,079.84. Of that balance \$80,090.19 is 2015 bills & \$20,989.65 is for prior years.

Taxes collected in the month of January totaled \$13,330.39.

Third party billing fees collected in the month of January were \$3,232.83.

As she had mentioned last month the tax sale is scheduled for April 22<sup>nd</sup>. Sixty-three 90 day notice letters went out on January 22<sup>nd</sup> and 19 or 30% have already been removed from the tax sale list.

Ray made a motion to accept the Tax Collector's report. George seconded it. The motion carried unanimously.

#### VI. – Chief's Report:

First the Chief mentioned the passing of a former HFD member, Howard Tucker.

The Chief stated that we have had 4 new crew members join the department recently. 2 come to us with experience and the other 2 are working towards their EMT licenses. So we are building up our crew membership as we speak.

Another thing we have been working on is our ISO rating. We have dropped it from a 9 to an 8B and we are hoping to get it down even lower to around a 6. Sandy asked what ISO is. He replied that ISO is to do with your insurance. You should be seeing a drop in your rates in the near future, then another when we can get it down between 6-7.

We are submitting a \$1,000 Legislative Grant sponsored by Representative Mike Chippendale. These funds will be used towards the purchase of the new LED sign we had talked about purchasing for the station.

Private Danielle Fiori was featured in a recruitment and retention TV commercial made by the RIAFC. It is being broadcast on several stations and on-line. This has also driven up the hits on our website and FaceBook page. That was the goal of the project to advertise and drive up interest in the fire service and volunteerism. Kim added for everyone to be sure to "like" Danielle's clip on YouTube to bring her numbers up even higher!

The Chief has attended several RIEMA meetings to update statewide Mutual Aid Plan and also to work on the Mass Casualty Incident planning.

Rescue 2 and Engine 21 have had preventative maintenance and repairs done. The Kussmaul charging system was replaced and the hand lights we purchased with some of the Fogarty grant money were installed.

We have finished the accident repair damage yesterday on Engine 22. These repairs were covered by an insurance claim, less a \$250 deductible.

Fire Marshal Octavio Vieira came in for an informal visit to give us some suggestions on the proposed crew bunk room area. It is a work in progress and as it moves forward he will provide the board with more information. Ray asked what the main issue was. Is it that there is no second means of egress? The Chief said it is the separation between the apparatus floor and the room itself. According to the fire code we have to have a 2-hour separation between that room and where the apparatus is. So we are trying to come up with a plan to do this and how we will be by adding sheetrock. Some discussion followed.

Ray made a motion to accept the Chief's report. Louise seconded it. The motion carried unanimously.

#### **VII. – Harmony Fire Department & Improvement Association Report:**

Harmony was toned out for a call, so Willy had to go and was not able to present a report. The Association report was tabled.

#### **VIII. – Committee Reports:**

- a. Property Review Work Team – George Kain & Louise Michaels, Co-Chairs  
Nothing new to report. George stated that Attorney Tim Kane had told him if the property owner contacted him, he would call us.
- b. Meeting of 3 Fire Districts – Chief Pearson & George Kain, Representatives  
No meetings held.
- c. Charter & By-Laws Review – Ray Fogarty, Chair  
Ray stated that the committee would schedule a meeting date tonight and will have something to present next month.

George made a motion to accept the Committee reports. seconded it. The motion carried unanimously.

#### **IX. – Old Business:**

- a. Weekend Per/Diem Shift Analysis Report  
The Chief presented a six-month analysis report that Kim had put together of the weekend per/diem shift. So this is basically a breakdown of July 1<sup>st</sup> through December 31<sup>st</sup>. It shows the number of weekend transports each month, whether they were transported from Harmony, Smithfield, Chepachet or other and the total revenue received for those transports to date. So the total revenue coming in exceeds the payroll expense of the program. Therefore it was paying for itself and then some. George said the bottom line is that it covered it, that's what he wanted to see. The board agreed that was great. Kim added that besides the calls listed that we got paid for the EMT's also did refusals, handed out burning permits, did station walk-ins, etc. The Chief agreed saying there are a lot of services provided to the community, blood pressure checks and medical assistance. These services haven't been recorded in the

past, but are now to be able to provide a more true picture. The level of foot traffic and telephone inquiries have increased greatly. It's constant. They tell us right out it is because they know we are here. They know that there isn't anyone in Chepachet or West Glocester full-time.

The Chief also mentioned here that he had forgotten to include in his report that he had done a station detail during a storm earlier this month. The 3 individuals who performed

Louise made a motion to accept the report. Ray seconded it.  
The motion carried unanimously

**X. – New Business:**

Sandy asked the board about starting to work on the budget a little earlier this year, since she is going to be away the 2<sup>nd</sup> ½ of the month of May on vacation, returning the day before the annual meeting. It was decided to schedule a budget workshop for Thursday, March 24<sup>th</sup> at 6:00 pm.

**XI. – Public Input:** No audience.

**XII. – Executive Session:** None called

**XIII. – Adjournment:**

Louise made a motion to adjourn the meeting. George seconded it. The motion carried unanimously. The February meeting of the Harmony Fire District Executive Board was adjourned at **8:07 pm**.

The next meeting of the Harmony Fire District Executive Board  
is scheduled for **Thursday, 7:00 pm, March 17, 2015** at the Harmony Fire Station.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kimberly S. Barber".

Kimberly S. Barber  
Tax Collector/Clerk